

Logistics for Beginning Tasks in the Red Hill AOC/SOW
Monday, October 5, 2015, 11:00 am – 12:30 pm HST
AGENDA

1. **Introductions - EPA, DOH, U.S. Navy, DLA**
2. **Project Coordinators and Alternates - Roles and Responsibilities – Project Management**

Organization	Project Coordinator	Alternate
Hawaii DOH	Steven Chang	
U.S. EPA	Bob Pallarino	Omer Shalev
Navy/DLA	Jimmy Miyamoto	

Roles

Navy/DLA

- Schedule Meetings
- Facilitate Meetings
- Provide Draft Meeting Minutes
- Finalize Meeting Minutes

EPA/DOH

- Provide Navy/DLA with guidance where applicable and appropriate
- Provide timely responses to Navy/DLA work where applicable
- Provide timely, written responses to all Navy/DLA deliverables under the SOW

Communications

- Document Sharing Process
- E-Mail Distribution Lists
- Establishing regular recurring meetings between Project Coordinators

3. **Initial Work to be performed under the AOC (Scoping Process)**

First 30 days (September 29, 2015 – October 28, 2015)

Reports: Outline of Current Fuel Release Monitoring Systems Report
 Outline of Corrosion and Metal Fatigue Practices Report

Initial Meetings (Teleconferences) –

Sections 2, 3, 6, 7.1, 7.2, 7.3, and 8 of the SOW require initial scoping meetings to be held within 30 days of the effective date of the AOC (September 28, 2015). Under the SOW (section 1.3), the Navy is responsible for setting up these meetings and providing summaries of the meetings within 10 days of their occurrence.

SOW Section	Hawaii DOH POC	U.S. EPA POC	Navy/DLA POC	Meeting Date
2. TIRM Procedures Report		Omer Shalev		
3. Tank Upgrade Alternatives		Omer Shalev		

6. Investigation and Remediation of Releases		Bob Pallarino		
7.1 Groundwater Flow Model		Bob Pallarino		
7.2 Fate and Transport Model		Bob Pallarino		
7.3 Groundwater Monitoring Well Network		Bob Pallarino		
8. Risk/Vulnerability Assessment		Steven Linder		

After first 30 days, each section of the SOW establishes its own schedule for the submittal of deliverables. Reference section 9 of the SOW (Work Table)

4. Managing and Facilitating the Scoping Process

Agenda

Navy/DLA Vision
Regulatory Agencies Vision
SME Thoughts
Technical Dialog
Outlining Workplan

5. Scheduling Scoping Process

Overview Teleconference – Project Framing
Teleconferences – Framing the Initial Scoping Process for Each Applicable Task
In-Depth In-Person Scoping”
Week of November 30, 2015 or
Week of December 7, 2015

6. Subject Matter Experts/Stakeholder Participation Agreement

7. Finalizing Non-Disclosure Agreements for all scoping meeting participants (Legal)

8. Other Issues

Adjourn

Red Hill AOC/SOW Project Coordination
Tuesday, 13 October 2015, 1000 – 1100 HST
AGENDA

Bridge Setup: Phone #: (808) 448-2663 Conf#: 0196 Conf Name: Red Hill
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1. Roll Call: Jimmy, EPA, DOH

2. Project Coordinators and Alternates

Organization	Project Coordinator	Alternate
Hawaii DOH	Steven Chang	Roxanne Kwan
U.S. EPA	Bob Pallarino	Omer Shalev
Navy/DLA	Jimmy Miyamoto	CDR Burr Vogel

Roles

- Navy/DLA
 - Schedule & Facilitate Meetings
 - Provide Draft and Final Meeting Minutes
- EPA/DOH
 - Provide Navy/DLA with guidance where applicable and appropriate
 - Provide timely responses to Navy/DLA work where applicable
 - Provide timely, written responses to all Navy/DLA deliverables under the SOW

Communications: Document Sharing Process (AOC 6.e), Document Storage (AOC 21.b), E-Mail Distribution Lists – Jimmy Discuss

3. Initial Work to be performed under the AOC (Scoping Process) by 28 Oct 2015

Reports: Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report.

Scoping Meetings: Sections 2, 3, 6, 7.1, 7.2, 7.3, and 8 of the SOW. The Navy is setting up these meetings (initial via VTC desired – still working) and will provide summaries w/in 10 days.

SOW Section	Hawaii DOH POC	U.S. EPA POC	Navy/DLA POC	Meeting Date
Overview and Kick-Off	Roxanne Kwan?	Bob Pallarino	Jimmy Miyamoto (NF HI)	10/26
2. Tank Inspection, Repair, Maintenance (TIRM)	?	Omer Shalev	Terri Regin (NF EXWC)	10/27 (Tent)
3. Tank Upgrade Alternatives (TUA)	?	Omer Shalev	Stephen Fujino (NF PAC)	10/27 (Tent)
6. Investigation and Remediation of Releases	?	Bob Pallarino	Janice Fukumoto (NF HI)	10/26 (Tent)
7.1 Groundwater Flow Model (GFW)	?	Bob Pallarino	June Shimabuku (NF HI)	10/26 (Tent)
7.2 Fate and Transport Model (F&TM)	?	Bob Pallarino	June Shimabuku (NF HI)	10/26 (Tent)
7.3 Groundwater Monitoring Well Network	?	Bob Pallarino	June Shimabuku (NF HI)	10/26 (Tent)
8. Risk/Vulnerability Assessment	?	Steven Linder	Terri Regin (NF EXWC)	10/27 (Tent)

After first 30 days, each section of the SOW establishes its own schedule for the submittal of deliverables. Reference section 9 of the SOW (Work Table)

4. Scheduling Scoping Process (Jimmy will send out calendar hold)

Teleconferences: 26-27 Oct

In-Depth Face to Face (F2F): Week of 30 Nov 15 (probable pending CAPT Tufts)

5. Managing and Facilitating the Scoping Process

Facilitator – Jimmy discuss

TELCON Agenda: Navy/DLA then Regulatory Agencies Vision; SME Thoughts;

Technical Dialog; Take away/action items and F2F Agenda

Desired Outcome:

26-27 Oct:

- Overview TELCON – Jimmy to discuss (I call the "Overview and Kickoff")
- Task TELCON – Framing the Initial Scoping Process for F2F

In-Depth Face to Face (F2F) Follow On Scoping:

- Scope Description for EPA/DOH review/comment

Final Scope 90 days (~early Mar 16) from final scoping Meeting

6. Subject Matter Experts/Stakeholder Participation Agreement

SME/Stakeholder Participation Agreement Status – Bob discuss

26-27 Oct – who?

F2F – who?

7. Finalizing Non-Disclosure Agreements (NDA) for all participants (Legal)

NDA draft with EPA Counsel – Ms. Sugarman indicated response week of 13 Oct

8. Take away/action items

9. Around the horn

Adjourn – Next Meeting, 19 Oct 2015, 1100–1200 HST

Red Hill AOC/SOW Project Coordination
Monday, 19 October 2015, 1100 – 1200 HST
AGENDA (Discussion Topics in Blue)

Bridge Setup: Phone #: (808) 448-2663 Conf#: 0196 Conf Name: Red Hill
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1. Roll Call: Jimmy, EPA, DOH

2. Project Coordinators and Alternates

Organization	Project Coordinator	Alternate
Hawaii DOH	Steven Chang	Roxanne Kwan
U.S. EPA	Bob Pallarino	Omer Shalev
Navy/DLA	Jimmy Miyamoto	CDR Burr Vogel

Roles

- Navy/DLA
 - Schedule & Facilitate Meetings
 - Provide Draft and Final Meeting Minutes
- EPA/DOH
 - Provide Navy/DLA with guidance where applicable and appropriate
 - Provide timely responses to Navy/DLA work where applicable
 - Provide timely, written responses to all Navy/DLA deliverables under the SOW

Communications: [Document Storage \(AOC 21.b\)](#), [E-Mail Distribution Lists](#) – Jimmy Discuss

3. Initial Work to be performed under the AOC (Scoping Process) by 28 Oct 2015

Reports: Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report.

Scoping Meetings: Sections 2, 3, 6, 7.1, 7.2, 7.3, and 8 of the SOW. The Navy is setting up these meetings (initial via VTC desired – still working) and will provide summaries w/in 10 days.

SOW Section	Hawaii DOH POC	U.S. EPA POC	Navy/DLA POC	Meeting Date
Overview and Kick-Off	Roxanne Kwan	Bob Pallarino	Jimmy Miyamoto (NF HI)	10/26
2. Tank Inspection, Repair, Maintenance (TIRM)	Roxanne Kwan	Omer Shalev	Terri Regin (NF EXWC)	10/27 (Tent)
3. Tank Upgrade Alternatives (TUA)	Thu Perry	Omer Shalev	Stephen Fujino (NF PAC)	10/27 (Tent)
6. Investigation and Remediation of Releases	Richard Takaba	Bob Pallarino	Janice Fukumoto (NF HI)	10/26 (Tent)
7.1 Groundwater Flow Model (GFW)	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	10/26 (Tent)
7.2 Fate and Transport Model (F&TM)	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	10/26 (Tent)
7.3 Groundwater Monitoring Well Network	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	10/26 (Tent)
8. Risk/Vulnerability Assessment	Josh Nagashima	Steven Linder	Terri Regin (NF EXWC)	10/27 (Tent)

After first 30 days, each section of the SOW establishes its own schedule for the submittal of deliverables. Reference section 9 of the SOW (Work Table)

4. Scheduling Scoping Process (Calendar E-vites sent)

Teleconferences: 26-27 Oct

In-Depth Face to Face (F2F): 30 Nov-4 Dec

5. Managing and Facilitating the Scoping Process

[Facilitator and Facility – Jimmy discuss](#)

TELCON Agenda: Navy/DLA then Regulatory Agencies Vision; SME Thoughts;
Technical Dialog; Take away/action items and F2F Agenda

Desired Outcome:

26-27 Oct: Framing the Initial Scoping Process for F2F. [Draft Agenda](#)

30 Nov-4 Dec: Scope Description for EPA/DOH review/comment

Final Scope 90 days (~early Mar 16) from final scoping Meeting

6. Subject Matter Experts/Stakeholder Participation Agreement

[SME/Stakeholder Participation Letter – Bob discuss; Jimmy would like to see](#)

26-27 Oct:

30 Nov-4 Dec:

7. Finalizing Non-Disclosure Agreements (NDA) for all participants (Legal)

[NDA draft with EPA Counsel – Ms. Sugarman indicated response week of 13 Oct](#)

8. Take away/action items

9. Around the horn

Adjourn – Propose Next Meeting, 2 Nov 2015, 1100–1200 HST

Red Hill AOC/SOW Project Coordination
Monday, 2 November 2015, 1300 – 1400 HST
AGENDA (Discussion Topics in Blue)

Bridge Setup: Phone #: (808) 448-2663 Conf#: 0196 Conf Name: Red Hill
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1. Roll Call: Jimmy, EPA, DOH

2. Project Coordinators and Alternates

Organization	Project Coordinator	Alternate
Hawaii DOH	Steven Chang	Roxanne Kwan
U.S. EPA	Bob Pallarino	Omer Shalev
Navy/DLA	Jimmy Miyamoto	CDR Burr Vogel

Communications: [Document Storage \(AOC 21.b\)](#), [E-Mail Distribution Lists](#) – Jimmy Discuss

3. Initial Work to be performed under the AOC (Scoping Process) by 28 Oct 2015

Reports: Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report [submitted 10/27 – Bob/Roxanne discuss status.](#)

Scoping Meetings: Sections 2, 3, 6, 7.1, 7.2, 7.3, and 8 of the SOW. [Summaries due 11/9 \(6, 7.1, 7.2, 7.3\) and 11/10 \(Section 2, 3, 8\).](#)

Feedback: Around the room. Jimmy to discuss agenda improvements and POCs role.

SOW Section	Hawaii DOH POC	U.S. EPA POC	Navy/DLA POC	Meeting Date
Overview and Kick-Off	Roxanne Kwan	Bob Pallarino	Jimmy Miyamoto (NF HI)	10/26
2. Tank Inspection, Repair, Maintenance (TIRM)	Roxanne Kwan	Omer Shalev	Terri Regin (NF EXWC)	10/27
3. Tank Upgrade Alternatives (TUA)	Thu Perry	Omer Shalev	Stephen Fujino (NF PAC)	10/27
6. Investigation and Remediation of Releases	Richard Takaba	Bob Pallarino	Janice Fukumoto (NF HI)	10/26
7.1 Groundwater Flow Model (GFW)	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	10/26
7.2 Fate and Transport Model (F&TM)	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	10/26
7.3 Groundwater Monitoring Well Network	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	10/26
8. Risk/Vulnerability Assessment	Josh Nagashima	Steven Linder	Terri Regin (NF EXWC)	10/27

After first 30 days, each section of the SOW establishes its own schedule for the submittal of deliverables. Reference section 9 of the SOW (Work Table)

4. F2F Scoping Meetings: In-Depth Face to Face (F2F): 30 Nov-4 Dec

[Facilitator and Facility – Jimmy discuss](#)

[Agenda for F2F on 30 Nov-4 Dec:](#) Desired outcome - Scope Description for EPA/DOH review/comment

[VTC Action items – All PCs discuss \(lots to discuss but may need to wait until I get all the meeting minutes\). Will need follow on meetings with project teams.](#)

Final Scope 90 days (~early Mar 16) from final scoping Meeting

5. Subject Matter Experts/Stakeholder Participation Agreement

30 Nov–4 Dec: [BWS](#), [DLNR](#)

6. Finalizing Non-Disclosure Agreements (NDA) for all participants (Legal)

[NDA for EPA \(EPA and consultants\) – Drafts with EPA Counsel](#)

[NDA for EPA/DOH 3rd party SMEs – EPA counsel has it](#)

7. Take away/action items

8. Around the horn

Adjourn – Propose Next Meeting, 16 Nov 2015, 1100–1200 HST

Red Hill AOC/SOW Project Coordination
Monday, 16 November 2015, 1100 – 1200 HST
AGENDA (Discussion Topics in Blue)

**Note: Will start this meeting right after the
NDA discussion w/BoWS & SMEs**

Bridge Setup: Phone #: (808) 448-2663 Conf#: 0198 Conf Name: Red Hill
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1. Roll Call: Jimmy, EPA, DOH

2. Project Coordinators and Alternates

Organization	Project Coordinator	Alternate
Hawaii DOH	Steven Chang	Roxanne Kwan
U.S. EPA	Bob Pallarino	Omer Shalev
Navy/DLA	Jimmy Miyamoto	CDR Burr Vogel

Communications: [Document Storage \(AOC 21.b\)](#), [E-Mail Distribution Lists](#) – Jimmy Discuss

3. AOC/SOW Status:

Reports: Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report submitted 10/27 – [Bob/Roxanne discuss status](#).

Scoping Meetings: Sections 2, 3, 6, 7.1, 7.2, 7.3, and 8 of the SOW. [Summaries provided 11/6](#).

[Feedback – Bob/Roxanne discuss status](#).

SOW Section	Hawaii DOH POC	U.S. EPA POC	Navy/DLA POC	Meeting Date
Overview and Kick-Off, Project Framing (or similar)	Roxanne Kwan	Bob Pallarino	Jimmy Miyamoto (NF HI)	10/26, 11/30
2. Tank Inspection, Repair, Maintenance (TIRM)	Roxanne Kwan	Omer Shalev	Terri Regin (NF EXWC)	10/27, 12/1-5
3. Tank Upgrade Alternatives (TUA)	Thu Perry	Omer Shalev	Stephen Fujino (NF PAC)	10/27, 12/1-5
6. Investigation and Remediation of Releases	Richard Takaba	Bob Pallarino	Janice Fukumoto (NF HI)	10/26, 12/1-5
7.1 Groundwater Flow Model (GFW)	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	10/26, 12/1-5
7.2 Fate and Transport Model (F&TM)	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	10/26, 12/1-5
7.3 Groundwater Monitoring Well Network	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	10/26, 12/1-5
8. Risk/Vulnerability Assessment	Josh Nagashima	Steven Linder	Terri Regin (NF EXWC)	10/27, 12/1-5

After first 30 days, each section of the SOW establishes its own schedule for the submittal of deliverables. Reference section 9 of the SOW (Work Table)

3.1 F2F Scoping Meetings: In-Depth Face to Face (F2F): 30 Nov-4 Dec
[Facilitator and Facility – Ventura Consulting Group & Ford Island](#)

[Agenda for F2F on 30 Nov-4 Dec: Desired outcome - Scope Description for EPA/DOH review/comment Jimmy & Navy/DLA POC discuss with group](#)

Final Scope 90 days (~early Mar 16) from final scoping Meeting

Subject Matter Experts/Stakeholder Participation Agreement: EPA/DOH sent to BWS, DLNR, [USGS](#)

Finalizing Non-Disclosure Agreements (NDA) for all participants: [NDA for EPA \(EPA and consultants\)](#) – believe Navy/DLA rec'd; [NDA for EPA/DOH 3rd party SMEs](#) – refer to BWS discussion prior to this meeting

4. Take away/action items

5. Around the horn

Adjourn – Propose Next Meeting, 23 Nov 2015, 1100–1200 HST

Red Hill AOC/SOW Project Coordination
Monday, 23 November 2015, 1100 – 1200 HST
AGENDA (Discussion Topics in Blue)

**Note: Will start this meeting right after the
Section 8 Brief**

Bridge Setup: Phone #: (808) 448-2663 Conf#: 0196 Conf Name: Red Hill
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1. Roll Call: Jimmy, EPA, DOH

2. Project Coordinators and Alternates

Organization	Project Coordinator	Alternate
Hawaii DOH	Steven Chang	Roxanne Kwan
U.S. EPA	Bob Pallarino	Omer Shalev
Navy/DLA	Jimmy Miyamoto	CDR Burr Vogel

Communications: Document Storage (AOC 21.b), E-Mail Distribution Lists

3. AOC/SOW Status:

Reports: Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report submitted 10/27. [EPA/DOH comments provided 11/19.](#)

[Navy/DLA reviewing and will provide timely response.](#)

Scoping Meetings: Sections 2, 3, 6, 7.1, 7.2, 7.3, and 8 of the SOW. Summaries provided 11/6.

[Navy/DLA will provide improved meeting minutes based on feedback from last week's meeting](#)

After first 30 days, each section of the SOW establishes its own schedule for the submittal of deliverables. Reference section 9 of the SOW (Work Table)

3.1 F2F Scoping Meetings: In-Depth Face to Face (F2F): 30 Nov-4 Dec

Facilitator and Facility – Ventura Consulting Group & Bldg 679 on the base (map etc. forthcoming). 60+ at kick off so trying to get Sharkey Theater (near Bldg 679). Working on base access – will probably need Name, Last 4 SSN, and Driver License...more to follow.

Discussion Topics:

What is the ordering of scoping of meetings for the week of November 30?

- See Table following

When do you plan to provide a schedule? See Table following.

- Finalized agenda by 24 Nov.

Additionally, are there going to be meetings for the Sections of the SOW that do not have required scoping sections (i.e. Sections 4, 5)? We are available to discuss those Sections without required Scoping Meetings if the Navy would like to discuss our comments.

- We will concentrate on the SOW sections but if time allows we can discuss Section 5 on Weds 12/2 (Terri and Tom from Navy/DLA) and Section 4 on 12/2 or 12/3 (LCDR Lovgren and John Floyd lead, Terri, and Stephen from Navy/DLA)

There should be a kickoff meeting on the first day for all attendees.

- Agreed. See Table following.

Format of the specific Section meetings:

- We think each meeting session should have a time designated for the Parties and attending SME's to discuss the goals for each Section, goals for the upcoming deliverable, and then goals for the specific meeting.
- Each initial Section should have a time designated for background presentation on current practices. These can be short summaries (roughly 30 minutes) based on the topic, but we think this may be especially important for SME's and hired consultants.
- Discussions during the meeting should be focused on getting on a direction to the next deliverable in that particular Section. During that discussion we'll likely touch on key assumptions for all Parties and the SME's, and relevant issues to be included in the next deliverable.

Agenda for F2F on 30 Nov-4 Dec: Desired outcome - Scope Description for EPA/DOH review/comment. Jimmy & Navy/DLA POC discuss with group for final technical discussion agenda. Final agenda will be sent 24 Nov 15.

Final Scope 90 days (~early Mar 16) from final scoping Meeting

Subject Matter Experts/Stakeholder Participation Agreement: EPA/DOH sent to BWS, DLNR, USGS – Please send Jimmy USGS invite. Who is attending?

Finalizing Non-Disclosure Agreements (NDA) for all participants: NDA for EPA/DOH 3rd party SMEs – refer to BWS

SOW Section	Hawaii DOH POC	U.S. EPA POC	Navy/DLA POC	Meeting Date/Time
Overview and Kick-Off				11/30 0800 – 1000
2. Tank Inspection, Repair, Maintenance (TIRM)	Roxanne Kwan	Omer Shalev	Terri Regin (NF EXWC)	11/30 1000 - 12/1
3. Tank Upgrade Alternatives (TUA)	Thu Perry	Omer Shalev	Stephen Fujino (NF PAC)	12/2 – 12/3 1200
8. Risk/Vulnerability Assessment	Josh Nagashima	Steven Linder	John Sato (NF PAC)	12/3 1300 – 12/4 1300
6. Investigation and Remediation of Releases	Richard Takaba	Bob Pallarino	Janice Fukumoto (NF HI)	11/30 1000 – 12/4 1300
7.1 Groundwater Flow Model (GFW)	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	11/30 1000 – 12/4 1300
7.2 Fate and Transport Model (F&TM)	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	11/30 1000 – 12/4 1300
7.3 Groundwater Monitoring Well Network	Richard Takaba	Bob Pallarino	June Shimabuku (NF HI)	11/30 1000 – 12/4 1300
Conclusion/Wrap Up (45 people max)				12/4 1300 - 1530

4. Take away/action items

5. Around the horn

Adjourn – Propose Next Meeting, 14 Dec 2015, 1100–1200 HST

Red Hill AOC/SOW Project Coordination
Monday, 14 December 2015, 0830 – 0930 HST
AGENDA (Discussion Topics in Blue)

Bridge Setup: Phone #: (808) 448-2663 Conf#: 0196 Conf Name: Red Hill
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1. AOC/SOW Status:

Section 4 - Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report submitted 10/27, EPA/DOH comments rec'd 11/19. **Navy (FLC) provide revision "draft" 1/15/16 for EPA/DOH review.**

Section 5 - Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report submitted 10/27, EPA/DOH comments rec'd 11/19. **Navy (NFE) provide revision "draft" 1/15/16 for EPA/DOH review.**

Scoping Meetings: Sections 2, 3, 6, 7.1, 7.2, 7.3, and 8 of the SOW.

- 10/26-27: Summaries provided 11/6.
- 11/30-12/4: **Summaries due 12/18. Was the meeting successful?**

Section 2

- To facilitate scoping meeting, **50% Draft Scope to EPA/DOH – 1/29/16**
- Further scoping meeting in Feb 2016.
- Summary/Narrative of RHT5 (really outside of Section 2) – 3/31/16? (EXWC)
- List of actions taken that reduce risk (really outside of Section 2) – 1/31/16 (Jimmy)

Section 3

- To facilitate scoping meeting, **Additional Attributes to Navy – 1/15/16**
- To facilitate scoping meeting, **Draft outline to EPA/DOH – 1/29/16**
- Further scoping meeting in Feb 2016.
- Tank Baseline/ModAPI 653 Reports (really outside of Section 3) – ? (FLC working)

Sections 6 & 7

- Further scoping discussions held 12/10/15.
- To facilitate scoping, **Revised Highlights and Task List to EPA/DOH – 12/18/15**
- In parallel w/scoping, **Revised Contaminant List/Frequency Schedule to EPA/DOH – 12/31/15**
- Further scoping meeting, if required, in Jan 2016.

Section 8

- Develop Acquisition Strategy, **Follow up discussion with EPA/DOH – 1/29/16**
- Further scoping meeting in Feb 2016.

Subject Matter Experts/Stakeholder Participation Agreement:

- EPA/DOH sent to BWS, DLNR, USGS, U of H Professor – **Rec'd USGS invite. Please send Jimmy U of H Professor invite (if any).**

- Non-Disclosure Agreements (NDA) for all participants: DLNR? U of H Professor?
DOH please discuss
2. **Response to HBWS December 3, 2015 letter:** We need to work this together. Jimmy proposes a general acknowledgement response from (EPA/DOH?). Alternates are Navy response to EPA/DOH then EPA/DOH sends response to HBWS OR a 3-way signing as the "Parties". Thoughts?
 3. **Dissemination of information to public:** EPA (Bob?) discuss.
 - Counsels trying to schedule a meeting (not the larger group) on Monday. Jimmy proposes a larger group meeting once the counsels discuss initially. Thoughts?
 4. **Document Storage (AOC 21.b)** – Being worked through FLC. No change.
 5. **Take away/action items**
 6. **Around the horn**

Adjourn – Propose Next Meeting, 11 Jan 2015, 1100–1200 HST

Shalev, Omer

Subject: Eighth Meeting on Red Hill AOC Scoping
Location: Number (808) 448-2663 Conf Code: 0196

Start: Tue 12/22/2015 1:00 PM
End: Tue 12/22/2015 1:30 PM

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Miyamoto, James A CIV NAVFAC HI, DOP

½ hr sync discussion with no specific agenda.

V/R,

Jimmy Miyamoto, P.E.
Deputy Operations Officer
NAVFAC Hawaii
(808) 471-0196

**Red Hill AOC/SOW Project Coordination
Monday, 11 January 2016, 1300 – 1400 HST
AGENDA (Discussion Topics in Blue)**

Bridge Setup: Phone #: (808) 448-2663 Conf#: 0196 Conf Name: Red Hill
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1. AOC/SOW Status:

Section 4 - Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report submitted 10/27, EPA/DOH comments rec'd 11/19. **Navy (FLC) provide revision "draft" 1/15/16 for EPA/DOH review.**

Section 5 - Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report submitted 10/27, EPA/DOH comments rec'd 11/19. **Navy (NFE) provide revision "draft" 1/15/16 for EPA/DOH review.**

Scoping Meetings: Sections 2, 3, 6, 7.1, 7.2, 7.3, and 8 of the SOW.

- 10/26-27: Summaries provided 11/6.
- 11/30-12/4: Summaries provided 12/18. **EPA/DOH to provide comments? We discussed on 12/22 the desire to have all the original documents with redaction...ex. slides for sections 6 & 7 and costs in section 3 table.**
 - **Bob to discuss section 6 & 7.**

Section 2

- To facilitate scoping meeting, **50% Draft Scope to EPA/DOH – 1/29/16**
- Further scoping meeting in Feb 2016.
- Summary/Narrative of RHT5 (really outside of Section 2) – 3/31/16? (EXWC)
- List of actions taken that reduce risk (really outside of Section 2) – 1/31/16 (Jimmy)

Section 3

- To facilitate scoping meeting, Additional Attributes to Navy – 1/15/16 **(completed)**
- To facilitate scoping meeting, **Draft outline to EPA/DOH – 1/29/16**
- Further scoping meeting in Feb 2016.
- Tank Baseline/ModAPI 653 Reports (really outside of Section 3) – (FLC working) **Jimmy discuss questions**

Sections 6 & 7

- Further scoping discussions held 12/10/15.
- To facilitate scoping, Revised Highlights and Task List to EPA/DOH – 12/18/15 **(completed)**
- In parallel w/scoping, Revised Contaminant List/Frequency Schedule to EPA/DOH – 12/31/15 **(completed)**
- Further scoping meeting, if required, in Jan 2016.
- **Memorandum (IAW Para 8 of AOC) to extend final scoping for section 6.2 from 60 to 90 days forthcoming**

Section 8

- Develop Acquisition Strategy, **Follow up discussion with EPA/DOH – 1/29/16**
- Further scoping meeting in Feb 2016.

Subject Matter Experts/Stakeholder Participation Agreement:

- EPA/DOH sent to BWS, DLNR, USGS, U of H Professor – Rec'd USGS and U of H Professor.
 - Non-Disclosure Agreements (NDA) for all participants: U of H Professor - DOH please discuss. DLNR responded and being worked. Navy/DLA looking to resolve by end of month.
- 2. Response to HBWS December 3, 2015 letter:** EPA/DOH response with Navy/DLA response to request for documents/info. Both responses coordinated for content and timeliness (end of Jan).
 - 3. Dissemination of information to public:**
 - I think we're good on this right now. The issue stemmed around the scoping meeting summaries in Dec.
 - 4. Document Storage (AOC 21.b) –** Being worked through FLC. No change.
 - 5. Take away/action items**
 - 6. Around the horn**

Adjourn – Propose Next Meeting, 25 Jan 2015, 1100–1200 HST

**Red Hill AOC/SOW Project Coordination
Monday, 25 January 2016, 1100 – 1200 HST
AGENDA (Discussion Topics in Blue)**

Bridge Setup: Phone #: (808) 448-2663 Conf#: 0196 Conf Name: Red Hill
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1. AOC/SOW Status:

Section 4 - Outline of Current Fuel Release Monitoring Systems Report and Outline of Release Detection/Tank Tightness Testing Report submitted 10/27, EPA/DOH comments rec'd 11/19. Navy (FLC via me) provided "draft" revision 1/15/16 for EPA/DOH review.

Section 5 - Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report submitted 10/27, EPA/DOH comments rec'd 11/19. Navy (NFE) provided "draft" revision 1/13/16 for EPA/DOH review.

Scoping Meetings: Sections 2, 3, 6, 7.1, 7.2, 7.3, and 8 of the SOW.

- 11/30-12/4: Summaries provided 12/18. EPA/DOH provided comments 1/13 (Sections 6 & 7) and 1/15 (Sections 2, 3, & 8 – mainly section 3). Navy/DLA working response. Long leg is Sections 3 and 6/7 slides.

Section 2

- To facilitate scoping meeting, **Draft outline to EPA/DOH – 1/29/16**
- Further scoping meeting in Feb 2016.
- Summary/Narrative of RHT5 (outside of Section 2) – **targeting 1/31/16** (EXWC)
- List of actions taken that reduce risk (outside of Section 2) – **targeting 1/31/16** (Jimmy)

Section 3

- To facilitate scoping meeting, Additional Attributes to Navy **provided 1/15/16**
- To facilitate scoping meeting, **Draft outline to EPA/DOH – 1/29/16**
- Further scoping meeting in Feb 2016.
- Tank Baseline/Mod API 653 Reports (really outside of Section 3) – (FLC working) **Based on last discussions EPA/DOH agreed to send examples**

Sections 6 & 7

- Further scoping discussions held 12/10/15.
- To facilitate scoping, Revised Highlights and Task List provided to EPA/DOH 12/18/15
- In parallel w/scoping, Revised Contaminant List/Frequency Schedule to EPA/DOH – **1/14/16 last correspondence from Navy/DLA**
- Further scoping meeting, if required, in **Feb 2016**.
- Memorandum (IAW Para 8 of AOC) to extend final scoping for section 6.2 from 60 to 90 days **submitted to EPA/DOH 1/14/16**

Section 8

- Develop Acquisition Strategy, **Draft Statement of AE Services to EPA/DOH targeting 1/27 (NFP). Follow up discussion with EPA/DOH – 1/29/16**
- Further scoping meeting in Feb 2016.

Subject Matter Experts/Stakeholder Participation Agreement:

- EPA/DOH sent to BWS, DLNR, USGS, UofH Professor
- Non-Disclosure Agreements (NDA) for all participants: [UofH Professor - DOH please discuss. DLNR agreed upon language – awaiting copies.](#) Navy/DLA looking to resolve by end of month.

2. Response to HBWS December 3, 2015 letter:

- EPA/DOH response with Navy/DLA response to request for documents/info.
 - [Navy wants to revisit a consolidated response since addressed to the AOC Project Coordinators and we think it shows solidarity/unity in the AOC as is](#)
- Both responses coordinated for content and timeliness (end of Jan).
 - [Navy will discuss response with RDML Fuller on 1/28. Final draft will follow](#)

3. Document Storage (AOC 21.b) – Being worked through FLC. [Urgency discussed internally with Navy/DLA with Senior Officers/Civilians on 1/21](#)

4. Take away/action items

5. Around the horn

Adjourn – Propose Next Meeting, 9 Feb (Tue) 2015, 1100–1200 HST

Shalev, Omer

Subject: Discussion of response to HBWS letter, draft newsletter
Location: R9SF-Room-16322-8-LakeBerryessa

Start: Mon 2/1/2016 3:00 PM
End: Mon 2/1/2016 4:00 PM
Show Time As: Tentative

Recurrence: (none)

Meeting Status: Not yet responded

Organizer: Pallarino, Bob
Resources: R9SF-Room-16322-8-LakeBerryessa; R9SF-Room-16220-6-MarjoryDouglas; R9SF-Room-16323-8-RussianRiver; R9SF-Room-16430-6-NikolaTesla

Conference line (866) 299-3188

Conference Code: 84 33 11 7

In addition to the main topics listed in the subject line, we want to take this opportunity to discuss a few other items:

AGENDA

- Response to HBWS letter(s)
- EPA/DOH Newsletter
- Quick Status Report on AOC SOW scoping
- Status of Navy Red Hill Project Coordinator
- Communicating with Public

**Red Hill AOC/SOW Project Coordination
Monday, 9 February 2016, 1100 – 1200 HST
AGENDA (Discussion Topics in Blue)**

Bridge Setup: Phone #: (808) 448-2663 Conf#: 0196 Conf Name: Red Hill
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1. AOC/SOW Status:

Section 4 - Outline of Current Fuel Release Monitoring Systems Report and Outline of Release Detection/Tank Tightness Testing Report submitted 10/27, EPA/DOH comments rec'd 11/19. Navy (FLC via me) provided "draft" revision 1/15/16 for EPA/DOH review. Submitted revised outline 1/25/16. EPA/DOH approved 2/4/16. Report due 4/4/16.

Section 5 - Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report submitted 10/27, EPA/DOH comments rec'd 11/19. Navy (NFE) provided "draft" revision 1/13/16 for EPA/DOH review. Submitted revised outline 1/25/16. EPA/DOH approved 2/4/16. Report due 4/4/16.

Scoping Meetings: Sections 2, 3, 6, 7.1, 7.2, 7.3, and 8 of the SOW.

- 11/30-12/4: Summaries provided 12/18. EPA/DOH provided comments 1/13 (Sections 6 & 7) and 1/15 (Sections 2, 3, & 8 – mainly section 3). Section 6 & 7 good? I'll send section 3 this week.

Section 2

- To facilitate scoping meeting, Draft outline to EPA/DOH – 1/29/16. Awaiting comments.
- Further scoping meeting in Feb 2016.
- Summary/Narrative of RHT5 (outside of Section 2) – Under Navy/DLA internal review (EXWC)
- List of actions taken that reduce risk (outside of Section 2) – Under Navy/DLA internal review (Jimmy)

Section 3

- To facilitate scoping meeting, Additional Attributes to Navy provided 1/15/16
- To facilitate scoping meeting, Draft outline to EPA/DOH – 1/29/16. Awaiting comments.
 - 3rd Party SME – Navy (Perry) had a solution to reference/acknowledge
- Further scoping meeting in Feb 2016.
- Tank Baseline/Mod API 653 Reports (really outside of Section 3) – (FLC working) Based on last discussions EPA/DOH agreed to send examples

Sections 6 & 7

- Further scoping discussions held 12/10/15.
- To facilitate scoping, Revised Highlights and Task List provided to EPA/DOH 12/18/15
- In parallel w/scoping, Revised Contaminant List/Frequency Schedule to EPA/DOH – 2/4/16 correspondence from EPA/DOH.
- Scoping meetings: EPA/DOH declared scoping meetings completed on 2/4/16 correspondence.

"During the meeting, the criteria for decision making will be discussed, and a decision will be made as to whether additional Scoping Meetings are needed."

- Memorandum (IAW Para 8 of AOC) to extend final scoping for section 6.2 from 60 to 90 days **approved by EPA/DOH 1/20/16.**

Section 8

- Develop Acquisition Strategy, **Draft Statement of AE Services to EPA/DOH sent 1/27 (NFP). Awaiting comments. Should we schedule discussion?**
- Further scoping meeting in **Mar 2016.**

Subject Matter Experts/Stakeholder Participation Agreement:

- EPA/DOH sent to BWS, DLNR, USGS, UofH Professor
- Non-Disclosure Agreements (NDA) for all participants: **UofH Professor – based on discussion with Steve Chang last week, I asked Navy counsel to reach out to Mr. Hargrove again. DLNR stated will not sign – will have to work similar to BOWS. Navy/DLA looking to resolve asap.**

2. Response to HBWS December 3, 2015 letter:

- EPA/DOH/Navy-DLA **consolidated response. Rec'd revised draft on 2/5/16.**
- **I will get you final Navy comments (I don't expect too many comments) and Navy letterhead today. I will sign.**

3. Document Storage (AOC 21.b) – Being worked through FLC. Urgency discussed internally with Navy/DLA with Senior Officers/Civilians on 1/21.

4. EPA/DOH Newsletter. **Rec'd revised 2/4/16. I will get you final Navy comments today.**

5. Tank 13: **For your info-Due to operational needs, tank 13 will be changed from F76 to JP-5.**

6. Take away/action items

7. Around the horn

Adjourn – Propose Next Meeting, 22 Feb (Mon) 2015, 1100–1200 HST

Red Hill AOC/SOW Project Coordination
Monday, 24 February 2016, 1100 – 1200 HST
AGENDA (Discussion Topics in Blue)

Bridge Setup: Phone #: (808) 448-2663 Conf#: 0196 Conf Name: Red Hill
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1. Action Items:

- Section 6 & 7 slides follow up. **Outstanding**
- Discussion on document release – target 18 Feb (1130 – 1230 HST as placeholder pending all counsel availability). **Discussion held**
- Section 4 & 5 reports due 4/5/16. **Working per AOC/SOW**
- Section 3 Meeting Summaries from Navy/DLA. **Completed**
- Section 2 comments from EPA/DOH. **Outstanding**
- Section 3 comments from EPA/DOH. **Outstanding**
- Section 3 other policies/SME input to acknowledge/consider from EPA/DOH. **Outstanding**
- Section 6 & 7 acknowledgement that scoping meetings concluded from Navy/DLA. **In Agenda**
- Section 8 comments from EPA/DOH. **Completed**
- Section 8 comments discussion – target 19 Feb (time TBD) **Completed**
- NDA – MOU for Prof Thomas from DOH. **In Agenda**
- Tank 13 – Leak detection/tank monitoring changes needed from changing fuel from F76 to JP-5. **In Agenda**
- Comments to BOWS and “Newsletter” from Navy/DLA, 9 Feb. **Completed**

2. Agreements made at 11th Project Coordinator meeting.

- Scoping Meeting conclusion involves all parties

3. AOC/SOW Status:

Section 4 - Outline of Current Fuel Release Monitoring Systems Report and Outline of Release Detection/Tank Tightness Testing Report submitted 10/27, after revision EPA/DOH approved 2/4/16. Report due 4/4/16.

Section 5 - Outline of Current Fuel Release Monitoring Systems Report and Outline of Corrosion and Metal Fatigue Practices Report submitted 10/27, after revision EPA/DOH approved 2/4/16. Report due 4/4/16.

Scoping Meetings: Sections 2, 3, 6, 7.1, 7.2, 7.3, and 8 of the SOW.

- 11/30-12/4: Summaries provided 12/18. EPA/DOH provided comments 1/13 (Sections 6 & 7) and 1/15 (Sections 2, 3, & 8 – mainly section 3). **Section 6 & 7 slides outstanding, Section 2, 3, & 8 (all) submitted.**

Section 2

- To facilitate scoping meeting, Draft outline to EPA/DOH – 1/29/16. **Awaiting comments.**
- Further scoping meeting in Feb 2016.

- Summary/Narrative of RHT5 (outside of Section 2) – Under Navy/DLA internal review (EXWC)
- List of actions taken that reduce risk (outside of Section 2) – Under Navy/DLA internal review (Jimmy)

Section 3

- To facilitate scoping meeting, Additional Attributes to Navy provided 1/15/16
- To facilitate scoping meeting, Draft outline to EPA/DOH – 1/29/16. Awaiting comments.
- Further scoping meeting in Feb 2016.
- Tank Baseline/Mod API 653 Reports (really outside of Section 3) – (FLC working) Awaiting examples from EPA/DOH

Sections 6 & 7

- Further scoping discussions held 12/10/15.
- To facilitate scoping, Revised Highlights and Task List provided to EPA/DOH 12/18/15
- In parallel w/scoping, Revised Contaminant List/Frequency Schedule to EPA/DOH – 2/4/16 correspondence from EPA/DOH.
- Memorandum (IAW Para 8 of AOC) to extend final scoping for section 6.2 from 60 to 90 days approved by EPA/DOH 1/20/16.
- Scoping meetings: Scoping Meeting concluded 2/4/16 – final scope due 5/4/16 (90 day extension approved by EPA/DOH for Section 6)

Section 8

- Develop Acquisition Strategy, Draft Statement of AE Services to EPA/DOH sent 1/27 (NFP). EPA/DOH comments rec'd 2/11. Call held 2/17 with agreement to proceed with AE contract award. EPA consultant (Mr. Myers) sent references as requested.
- Further scoping meeting in Apr/May 2016 (after AE contract awarded).

Subject Matter Experts/Stakeholder Participation Agreement:

- EPA/DOH sent to BWS, DLNR, USGS, UofH Professor
- Non-Disclosure Agreements (NDA) for all participants:
 - UofH Professor – Navy/DLA awaiting agreement with professor to ensure covered by DOH AG letter.
 - DLNR stated will not sign – will have to work similar to BOWS. Want to get EPA/DOH Project Coordinator okay with DLNRs e-mail request (sent separately) to participate (using same language as we did with the BOWS letter). They included DLNR (Ms. Case), DOH (Dr. Kawaoka), and BOWS on distro.

Proposed response to DLNR:

I've discussed with the AOC/SOW project coordinators and we jointly agreed that since the content of the scope of work can be modified based on stakeholder input, the project coordinators would like to schedule a call with all the parties to the AOC and your representatives to discuss your input.

4. Response to HBWS December 3, 2015 letter:

- EPA/DOH/Navy-DLA consolidated response sent 2/12/16.
 - Follow on call. I'm thinking 90 days when final scope comes in.
5. **Document Storage (AOC 21.b)** – Being worked through FLC. Urgency discussed internally with Navy/DLA with Senior Officers/Civilians on 1/21.
 6. **EPA/DOH Newsletter.** Navy comments provided 2/10/16.
 7. **Tank 13:** For your info-Due to operational needs, tank 13 will be changed from F76 to JP-5. Question asked if tank level equipment affected – FLC said no impact
 8. **Take away/action items**
 9. **Around the horn**

Adjourn – Propose Next Meeting, 7 Mar (Mon) 2015, 1300–1400 HST